



Indiana Professional Standards Board

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Minutes of November 17, 2004 – For Approval December 15, 2004

The Indiana Professional Standards Board (IPSB) met at the Indiana Government Center South, Conference Room B. Indianapolis, Indiana 46204.

BUSINESS MEETING

Board members present included John Hill, Michael Horvath, Gertrude Howard, Michael Jones, Dave Kinman, Ralph Komasinski, Nancy Kuyoth, Mike Lewis, John Marsteller, Elise Matthews, Marilyn Metzler, Kathy Parks, Roy Weaver and Joyce Wehneman. Tina Dent, Russell Hodgkin, Suellen Reed and Ena Shelley were unable to attend.

Staff members present included Donita Ashbrook, Eleanor Finnell, Kathy Meriwether, Shawn Sriver, Catherine Stower and Marie Theobald.

I. Call to Order

Mr. Marsteller called the business meeting of the IPSB to order at 10:02 a.m.

II. Approval of Agenda

Mr. Marsteller amended the agenda to include under agenda item V. A. 4. FBI Criminal Background Check and License Applications – Action and under agenda item VI. E. Legal Affairs, items 6. Charles E. Deardorff – ALJ Hearing – Action, and 7. Jeffrey G. Kubaszyk – ALJ Hearing – Action.

Ms. Parks moved and Mr. Lewis seconded the motion to approve the agenda as amended. The motion carried unanimously.

III. Approval of the Minutes

Dr. Kinman moved and Ms. Metzler seconded the motion to approve the November 17, 2004, board meeting minutes. The motion carried unanimously.

IV. Comments

A. Chair

Mr. Marsteller deferred his comments to the Committee Reports.

B. Executive Director

Dr. Theobald provided updates to the board on the 2004 Annual Report, IPSB web site, Teacher Education Program and Transition to Teaching.

C. Education Roundtable Representative

No report.

D. State Board of Education

No report.

E. Other

None.

V. Committee Reports

A. Executive Committee – John Marsteller

Mr. Marsteller reported that the Executive Committee met November 16, 2004, where it was determined that due to the volume of business coming before the board that a full board meeting was needed. Thus, the board will meet December 15, 2004, and the Executive Committee meeting changes to December 14, 2004, instead of the scheduled time of December 15, 2004.

Mr. Marsteller asked board members present to review the various committees' minutes, encouraged them to ask questions for clarification if needed and welcomed any comments.

1. Minutes of September 14, 2004, Meeting – Information
2. NCATE Partnership Agreement – Action

Dr. Weaver moved and Ms. Parks seconded the motion to approve the Executive Committee's recommendation of the NCATE partnership agreement with institutions having the option of Specialized Professional Association (SPA) or IPSB review for individual program approval. The motion approved unanimously.

3. NASDTEC Compact Agreement – Action

Mr. Horvath moved and Mr. Jones seconded the motion to approve the Executive Committee's recommendation of the NASDTEC compact agreement with the Teacher Education Committee and licensing advisors recommending the acceptance of jurisdictions in licensing categories. The motion approved unanimously.

4. FBI Criminal Background Check and License Applications – Action

Ms. Kuyoth moved and Ms. Parks seconded the motion to approve the Executive Committee's recommendation to require FBI criminal background checks for all license applicants and to add questions regarding professional sanctions to the license application beginning January 1, 2005. Ms. Metzler moved to amend the motion by changing the beginning date to May 1, 2005. The amended motion was approved with one opposing.

B. Licensure Review

1. Minutes of May 4, 2004, Meeting – Information
2. Update - Information

C. Teacher Education – John Marsteller

1. Minutes from June 11, 2004, Meeting – Information
2. Bethel College – Masters in Education Advanced Level Teacher Preparation Program Approval – Action
3. Bethel College – Building Level Administrators Preparation Program Approval – Action
4. Bethel College – Masters in Education Advanced Level Teacher Preparation Program Approval – Action

Mr. Marsteller introduced Jeffrey Peck, Bethel College.

The Teacher Education Committee's recommendation to approve Bethel College masters in education advanced level teacher preparation program, building level administrators preparation program and masters in education advanced level teacher preparation program were all approved by the board.

Mr. Marsteller introduced Steve Holtrop and Terrell Peace, Huntington College.

5. Huntington College – Masters in Education Advanced Level Teacher Preparation Program Approval – Action

The Teacher Education Committee's recommendation to approve Huntington College masters in education (M.Ed.) advanced level teacher preparation program was approved by the board.

D. Proficiency Evaluation – Joyce Wehneman

1. Minutes of June 6, 2004, Meeting – Information
2. Update - Information

E. Standards – Dave Kinman

1. IPSB-DOE Standards & Textbook Cycle – Action

Dr. Theobald provided a summary of the proposed standards revision cycle that is aligned with DOE'S textbook adoption cycle and responded to questions from the board.

Dr. Kinman moved and Ms. Howard seconded the motion to approve the revised standards revision cycle. The motion carried unanimously.

2. Update – Information

F. Beginning Teacher Assessment – Marilyn Metzler

1. Minutes of June 24, 2004, Meeting - Information
2. Update - Information

G. Continuing Education – Nancy Kuyoth

1. Update - Information

H. External Committee for School Leaders – John Hill

1. Minutes of May 14, 2004, Meeting – Information
2. Minutes of September 10, 2004, Meeting - Information
3. Update - Information

I. External Committee for School Counselors –Charlene Alexander

1. Update - Information

J. Workplace Specialist – Shawn Sriver

1. Update - Information

VI. Agency Reports

A. Division of Preservice – Marie Theobald

1. Update – Information

Dr. Theobald, on behalf of Dr. Mary Glenn Rinne reported that the UAS panel has reviewed three institutions and three accreditation visits have been completed this semester.

The bilingual bicultural standards advisory group is creating a report for the standards committee with revisions to the draft based on public comment. This will come to the board in January.

A recommendation from the standards committee for the international reading standards will be coming to the board in January.

Dr. Tom Flint of the Council for Adult and Experiential Learning (CAEL) in Chicago conducted a 4-hour workshop on assessing prior learning. The intent of the workshop was to help higher ed. consider ways to give credit to adult learners for experiences gained in careers, etc. that can be applied toward coursework leading to a teaching license. CAEL will be working with the licensing division to assess and advise on the new standards-based process for evaluating out of state credentials.

And in October the state team for CCSSO/INTASC Center for Teacher Quality conducted a workshop to discuss the newly adopted INTASC model standards for teachers of general education and special education students.

B. Division of Assessment – Catherine Stower

1. Update – Information

Dr. Stower reported that the Regional Praxis Client Conference held in October resulted in changes to provide more customer friendly contact and discussions regarding how to educate students on the preparation process for the Praxis exam.

A Transition to Teaching form has been sent to all licensing advisors and unit heads. The information collected from these forms will be accepted through December 17th, and will be used to complete the Title II report. The report will be posted on the website.

The BTAC met October 22, 2004, and discussed how many beginning teachers a mentor could be assigned and be effective. The recommended maximum number was two. The due date of May 1 for the completion of the portfolio was discussed and a change to March 1 was recommended.

Dr. Stower reported that Charlene Alexander is now chairing the External Committee for School Counselors replacing Peggy Hines and that Dr. Stower is now the IPSB representative.

The Assessment Division has completed over 3000 entries to the mentoring database and ready to begin cross checking the reports sent to the school corporations two months ahead of schedule.

And under rules 2002, IMAP year 1 teachers = 626, year 1 administrators = 89, year 1 counselors = 5, year 2 teachers = 39, year 2 administrators = 22 and under rules 46-47, BTIP year 1 teachers = 2399 and year 2 teachers = 55.

Dr. Stower reported that she continues to travel with other IPSB staff providing updates to school corporations, conferences and in-service programs and request for presentations in 2005 have been received.

C. Division of Licensing – Shawn Sriver

1. Update – Information

Mr. Sriver reported that he and Mr. Stoelting have been involved with administrative mentor training sessions in Ft. Wayne, Hammond, Indianapolis, Greenfield, Terre Haute, Jasper and Seymour. As a result of this training and the training sessions held in the spring of 2004, there are now 350 trained administrative mentors. The current plan is to schedule more training in the spring of 2005. Board members were encouraged to attend.

Mr. Sriver also reported that he has been making presentations regarding the licensing system at the Assistant Principal's Conference in Indianapolis, a video conference with administrators in Elkhart, the Indiana Non-Public Education Conference, and two workshops for directors of career and technical education in Bloomington and Kokomo. In addition, he has presented at the Licensing Advisor's Conference in Nashville and the State Advisory Council on the Education of Children with Disabilities. Ms. Banks, licensing consultant also presented at the Foreign Language Conference and the Indiana School for the Blind. Mr. Sriver will be presenting at the Principal's Conference and the Superintendent's Conference in December.

2. Workplace Specialist Handbooks – Action

Dr. Kinman moved and Ms. Metzler seconded the motion to approve the workplace specialist teachers' handbook for beginning teachers, application procedures and continuing education, and the draft handbook for the development of a teaching portfolio. Motion carried unanimously.

D. Executive Management – Bob Hill

1. Update – Information

No report.

E. Legal Affairs – Eleanor Finnell

1. Promulgation of Rule 1 – Action

Mr. Hill moved and Mr. Komasinski seconded the motion to approve the staff recommendation for rule 1. The motion carried unanimously.

2. Promulgation of Rule 8 – Action

Mr. Hill moved and Ms. Parks seconded the motion to approve the staff recommendation for rule 8. The motion carried unanimously.

3. Promulgation of Rule 9 – Action

Ms. Metzler moved and Mr. Komasinski seconded the motion to approve the staff recommendation for rule 9. The motion carried unanimously.

4. Promulgation of Rule 12 – Action

Mr. Lewis moved and Ms. Howard seconded the motion to approve the staff recommendation for rule 12. The motion carried unanimously.

5. Stipulation of License Surrender – Lori L. Row Guyer – Action

Mr. Jones moved and Ms. Parks seconded the motion to approve the staff recommendation to accept the stipulation of license surrender from Lori L. Row Guyer; thereby revoking her license. She may seek reinstatement of her Indiana teacher's license no earlier than two (2) years from the date the surrender is accepted by the board providing the petition for reinstatement is not in violation of any court order or court-approved agreement. The motion carried unanimously.

6. Charles E. Deardorff – ALJ Hearing - Action

Mr. Hill moved and Ms. Matthews seconded the motion to approve the staff recommendation to affirm the decision of the Administrative Law Judge to approve Mr. Deardorff's appeal, thereby granting him his request for a limited teaching license. The motion carried unanimously with Mr. Hill abstaining.

7. Jeffrey G. Kubaszyk – ALJ Hearing - Action

Mr. Hill moved and Mr. Lewis seconded the motion to approve the staff recommendation to affirm the decision of the Administrative Law Judge to approve Mr. Kubaszyk's appeal, thereby granting him his request for an Indiana teaching license. The motion carried unanimously with Mr. Hill abstaining.

VII. Other

A. Comments to the Board

There were no comments to the board.

VIII. Public Comments

Dr. Barbara J. Divins, IACTE President presented to the board IACTE's position regarding the IPSB-NCATE partnership agreement.

IX. Approval of Expenses

Ms. Kuyoth moved and Ms. Howard seconded the motion to approve expenses. Motion carried unanimously.

X. Adjournment – Action

Mr. Marsteller adjourned the business session at 11:12 a.m.

List of Attendees

The following attended the business sessions:

Name	Organization
Dale A. Banks	St. Mary's College
Barbara Divins	IACTE
Marilyn Edwards	Indiana State Teachers Association (ISTA)
Dan Grayson	Indian Trails Career Co-op
Steve Holtrop	Huntington College
Nelson Miller	ISBA
Bob Mays	University of Southern Indiana
T. J. Oakes	Purdue University - West Lafayette
Terrell Peace	Huntington College
Jeffrey Peck	Bethel College
Jill D. Shedd	Indiana University – Bloomington
Judy Sheese	Indiana State University
Carl R. Siler	Taylor University
Donna Stephenson	University of Indianapolis
Patricia Swails	Oakland City University
Kaylee Vida	Anderson University
Floyd Worley	Governor's Office